

**Olweus Bullying Prevention Program (OBPP)**  
**Application for Participation**  
**In the National Training for Certification (2008)**

Each applicant desiring certification to be a national Olweus Bullying Prevention Program trainer is asked to: (1) complete this form; (2) submit a signed copy of the attached certification form; and (3) submit a copy of your current resume.

Applications and certification forms may be submitted by hard copy (by US mail or overnight carriers) or by fax. We will not be able to consider incomplete or late applications.

Please **circle** the TOT(s) that you would be able to attend:

- **June 17-19, 2008, in Williamsburg, VA (application due by April 20, 2008)**

Applications and certification forms should be sent to:

Lydia Arneson  
Institute on Family & Neighborhood Life  
Clemson University  
158 Poole Agricultural Center  
Clemson, SC 29634  
Phone: 864-656-6271  
**Fax: 864-656-6281**

If you have any questions about this completion of this application, please don't hesitate to contact Dr. Marlene Snyder by email at [nobully@clermson.edu](mailto:nobully@clermson.edu) or by telephone at: 864-710-4562.

Name: \_\_\_\_\_  
Work Affiliation (name of organization): \_\_\_\_\_  
Work Address: Street \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Work Phone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_ Work Fax: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_  
E-mail Address: \_\_\_\_\_

*Home address is required if you work at a school or organization where you are not available at the work address given above during the summer months:*

Home Address: \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_ Home Fax: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_  
Year-round, Preferred E-mail Address: \_\_\_\_\_

Please describe your educational background (degrees and areas of specialization):

Who is your current employer? If your employer is not a school or university system, please give a *very* brief description of your employer's mission.

Please state your current job title and a brief description of your responsibilities. How long have you held this position?

Please briefly describe any relevant experiences you have in working with schools:

Please describe your experience in training adults.

Please describe your skills as a trainer. We encourage you to submit sample copies of evaluations of past trainings that you have conducted.

Please describe any other personal qualities or experiences that you would like us to be aware of in our selection of trainers for the Olweus Bullying Prevention Program.

Have you been involved in training for implementing any other bullying prevention programs, or other Blueprints for Violence Prevention Programs, or other violence prevention programs? If so, please describe each and your involvement in those programs.

How familiar are you with the Olweus Bullying Prevention Program

4	3	2	1
very	moderately	not very	not at all

familiar      familiar      familiar      familiar

Where/how have you learned about the Olweus Bullying Prevention Program?

Have you received any previous training in the Olweus Bullying Prevention Program?

\_\_\_\_\_ Yes                      \_\_\_\_\_ No

If yes please provide a description of the training:

Why are you interested in being certified in the Olweus Bullying Prevention Program? How would becoming a certified trainer relate to your current job or consulting work?

If there are several certified trainers from your region or state, how might you envision collaborating with them?

If you were certified as a trainer in the Olweus Bullying Prevention Program, how many hours per week would you be able to commit to the program?

What, if any, questions or concerns do you have about the training process or the Olweus Bullying Prevention Program?

### **Information About Your Sites**

*Some potential trainers in the Olweus BPP may be affiliated with one or more schools or school districts that intend to implement the Olweus Bullying Prevention Program. (For example, a potential trainer may be employed by a school district that has a grant to implement the program in 15 schools within the school district.) It would be helpful for us to gain information about such relationships. **If the information below does not apply to you, please leave the following blank.***

To whom do you anticipate providing training in the Olweus Bullying Prevention Program? Please provide the number of schools, their grade levels, and the cities/towns in which they are located.

How do you anticipate that the Olweus Bullying Prevention Program will be funded in the sites noted above (e.g., through funding from the school district, through funds from a grant, funding from PTA)?

For what period of time would the funds be available? \_\_\_\_\_

Please describe the perceived need for the Bullying Prevention Program in the sites noted above:

What is the level of commitment from school administrators in the sites noted above? (Circle one.)

5	4	3	2	1
very high	high	moderate	low	very low

Is there (will there be) at least a part-time coordinator to assist in the implementation of the program at each site noted above? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, is this a paid position? \_\_\_\_\_ Yes \_\_\_\_\_ No

For how many hours/week? \_\_\_\_\_

*Thank you for your application to become a certified trainer in the Olweus Bullying Prevention Program!*

## Requirements for Certification in the Olweus Bullying Prevention Program

***Upon completion of the 3-day initial training, you will be provisionally certified in the Olweus Bullying Prevention Program. You will be eligible to receive full certification after successfully completing the remaining requirements listed below. Full certification will last for two years. Continued certification will be reevaluated to keep pace with program modifications and expansion of the model. Provisional and Fully Certified Trainers will be listed on the Olweus Bullying Prevention Web Site. If Full Certification is not completed within two years of the initial training, trainers may be removed from our listings, unless there is evidence of progress being made toward certification (as determined by training directors).***

### **Requirements for Certification Involve:**

- Successful completion of the 3-day training conducted by Olweus Bullying Prevention Program (BPP) experts.
- Participation in one two-day booster training, which will take place approximately 9 - 12 months after the initial training.
- Participation in regular phone consultation with a technical assistance provide (approximately 15 hours over the course of 24 months).
- Willingness to participate in a site visit from a BPP expert.
- Conducting at least two trainings. (See conditions of training and consultation below.)
- Conducting regular follow-up consultation with at least 2 schools for at least one year. (See conditions of training and consultation below).
- Submission of brief progress reports describing program activities in each school that has been trained and that is receiving ongoing consultation by the trainer.
- Submission of copies of evaluations of all Olweus Bullying Prevention Program trainings conducted during the first year.
- Charging ***not in excess of:***
  - \$3,000 for a 2-day Bullying Prevention Coordinating Committee training for one or two school committees, and training with two school teams, and

- \$125/hour for telephone consultation for each school, which includes the cost of the phone call.

*Trainers certainly may charge less than these rates and may provide services pro bono.*

*These capped rates are charged fairly rarely, and only by very experienced trainers. If two trainers are present (required when 3 school committees are being trained), fees may increase accordingly up to a maximum of \$4500 for the 2-day training.*

- Agreement to (and compliance with) the conditions of training of school personnel:
  - Training is conducted with Bullying Prevention Program Coordinating Committees (*see the Blueprint for description of committees<sup>1</sup>*) and only by provisionally or fully certified OBPP trainers;
  - One (1) trainer will train no more than 2 committees (approximately 20 individuals) at a time. If 2 trainers are present, they will train no more than 3 committees (approximately 30 individuals) at a time;
  - Training of committees will last for 2 days;
  - The content of training will be true to the Olweus Bullying Prevention Program as outlined in the Blueprint and as presented at the training;
  - The trainer will commit to using the required program materials during the training and in follow-up consultation;
  - The trainer will not conduct a training in the model without a commitment from the site to engage in follow-up telephone or in-person consultation;
  - The trainer will provide follow-up consultation with a site coordinator

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<sup>1</sup> Note: Trainers may (and are encouraged to) provide informational sessions about the Olweus Bullying Prevention Program to sites that are interested in learning about the program but that may not be ready to participate in a full 2-day training. Such sessions typically are short in duration (20 minutes to 2 hours) and are meant to give an overview of the issue of bullying and the Olweus program. Such sessions may be conducted with school administrators, full faculties, or other appropriate constellations of school personnel and/or community members. Trainers should have a clear understanding with sites prior to conducting such informational sessions that they do not constitute a formal training in the Olweus Bullying Prevention Program.



at each site (phone or in-person contact) every 4 weeks for at least one year.

- The trainer will collect BPP workbooks from each site at least twice per school year (Fall and Spring);
- The trainer will provide guidance regarding the training of staff at sites.

***I understand that, in order to be certified in the Olweus Bullying Prevention Program, I must adhere to the requirements noted above.***

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Printed Name of Potential Trainer

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Signature

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Date